

Residential Data Form

** ALL FIELDS MARKED WITH AN ASTERISK (*) MUST BE COMPLETED **

P = REQUIRED FIELD FOR PARTIAL LISTING

STANDARD

P (Select One Only)

* Type:

- Single Family - Detached
- Condo/Townhouse - Attached
- Mixed Use - See Remarks
- Mobile Home
- Modular
- Other

P * Area: _____ * Price:\$ _____

* Address: _____ St. # _____ St. Dir. _____ Street Name _____ St. Type _____

Address 2: _____ * Subdivision _____

* City: _____ * State: _____ * Zip Code: _____

* County: _____

* In City (Y/N): _____ * IDX Include: Yes No Yes - without Address

* VOW Include: Yes No * VOW Address: Yes No * VOW Comment: Yes No * VOW AVM Yes No

KEYWORDS

* # of Stories	* Approx. Age	* Parking Type	* Garage Total Capacity	* Total Sq Ft Finished/Heated			* Lot Size/Acreage
<input type="checkbox"/> 1	<input type="checkbox"/> To Be Built	<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> 0-699	<input type="checkbox"/> 2800-2999	<input type="checkbox"/> 5000-5199	<input type="checkbox"/> 1/2 Acre or Less
<input type="checkbox"/> 1 + Basement	<input type="checkbox"/> Under Construction	<input type="checkbox"/> Attached Garage	<input type="checkbox"/> 1	<input type="checkbox"/> 0700-999	<input type="checkbox"/> 3000-3199	<input type="checkbox"/> 5200-5399	<input type="checkbox"/> 1/2 - 1 Acre
<input type="checkbox"/> 1 + Bonus	<input type="checkbox"/> New/Never Lived In	<input type="checkbox"/> Detached Garage	<input type="checkbox"/> 2	<input type="checkbox"/> 1000-1199	<input type="checkbox"/> 3200-3399	<input type="checkbox"/> 5400-5599	<input type="checkbox"/> 1 - 2 Acres
<input type="checkbox"/> 1.5	<input type="checkbox"/> 1-5	<input type="checkbox"/> Attached Carport	<input type="checkbox"/> 3	<input type="checkbox"/> 1200-1399	<input type="checkbox"/> 3400-3599	<input type="checkbox"/> 5600-5799	<input type="checkbox"/> 2 - 5 Acres
<input type="checkbox"/> 1.5 + Basement	<input type="checkbox"/> 6-10	<input type="checkbox"/> Detached Carport	<input type="checkbox"/> 4	<input type="checkbox"/> 1400-1599	<input type="checkbox"/> 3600-3799	<input type="checkbox"/> 5800-5999	<input type="checkbox"/> 5 - 10 Acres
<input type="checkbox"/> 2	<input type="checkbox"/> 11-20	<input type="checkbox"/> Combination	<input type="checkbox"/> 5	<input type="checkbox"/> 1600-1799	<input type="checkbox"/> 3800-3999	<input type="checkbox"/> 6000-6199	<input type="checkbox"/> 10 - 25 Acres
<input type="checkbox"/> 2 + Basement	<input type="checkbox"/> 21-30	<input type="checkbox"/> See Parking Features	<input type="checkbox"/> 6+	<input type="checkbox"/> 1800-1999	<input type="checkbox"/> 4000-4199	<input type="checkbox"/> 6200-6399	<input type="checkbox"/> 25 - 50 Acres
<input type="checkbox"/> Tri/Split Level	<input type="checkbox"/> 31-50			<input type="checkbox"/> 2000-2199	<input type="checkbox"/> 4200-4399	<input type="checkbox"/> 6400-6599	<input type="checkbox"/> 50 - 100 Acres
<input type="checkbox"/> 3 +	<input type="checkbox"/> 50 +			<input type="checkbox"/> 2200-2399	<input type="checkbox"/> 4400-4599	<input type="checkbox"/> 6600-6799	<input type="checkbox"/> Over 100 Acres
	<input type="checkbox"/> Unknown			<input type="checkbox"/> 2400-2599	<input type="checkbox"/> 4600-4799	<input type="checkbox"/> 6800-6999	
				<input type="checkbox"/> 2600-2799	<input type="checkbox"/> 4800-4999	<input type="checkbox"/> 7000 +	

Below Grade Finished Sq. Ft. Range: _____ Other Rooms Finished Sq. Ft. Range: _____ Unfinished Sq. Ft. Range: _____

GENERAL

Res. Property Disclosure Req? (Y/N) _____ LeadBased Paint Disclosure Req? (Y/N) _____

* Tax ID Number: _____ Legal Lot Number: _____

* Approx. Lot Dimensions: _____ * Approx. # of Acres: _____
(Enter Frontage first then clockwise. If dimensions are uneven round down)

Lake Property: Yes No Lake / Location: _____ Equestrian Property: Yes No

Approx. Year Built: _____ Builders Name: _____ Model Name: _____ Zoning: _____

* Elementary School: _____ * Middle School: _____ * High School: _____

* List Agent/List Office: _____

List Team: _____ Co-List Agent/Office: _____

Brokerage Relationship: Buyer Agent Sub Agent Transaction Broker * Listing Type: _____

* BA: _____ * SA: _____ * TB: _____ * Variable Rate Com (Y/N): _____ Bonus (Y/N): _____

P * Listing Date: _____ **P** * Expiration Date: _____ Auction (Y/N): _____

Virtual Tour _____ Non-Branded Virtual Tour _____

Non-Branded Aerial Tour _____ Online Offers: _____

ROOM INFO

	*Y/N	*Size		*Y/N	*Size	Other Room(s)	Size
*Living Room			*Bedroom #2			1.	
*Dining Room			*Bedroom #3			2.	
*Breakfast Room			*Bedroom #4			3.	
*Kitchen			Bedroom #5			4.	
*Great Room			Screened Porch			5.	
*Den			Deck			* # of Bedrooms: _____	* # BRs on Main Lvl: _____
*Bonus/Rec. Room			Patio			* # of Full Baths: _____	* # FBs on Main Lvl: _____
*Sun Room			*Laundry			* # of Half Baths: _____	* # of BRs Below Grade: _____
*Master Bedroom			Loft			# of Rooms Below Grade: _____	# of Fireplaces: _____

FINANCIAL

Total Taxes \$: _____ **Tax Year:** _____ **Tax Rate (4%/6%):** _____ *** Short Sale (Y/N):** _____ *** Foreclosure (Y/N):** _____

*** HOA (Y/N):** _____ ****HOA/Regime Fee Mandatory (Y/N):** _____ ****HOA/Regime Fee Term:** Annual Monthly Other

****Additional fees required if HOA = Yes** ****HOA/Regime Fee \$:** _____ ****HOA Contact Name & Phone #:** _____

Special Assessment (Y/N): _____ ****Assessment Mandatory (Y/N):** _____ **** Assessment Term:** Annual Monthly Other

**** Additional fields required if Special Assessment = Yes** **** Assessment Fee \$:** _____ **** Assessment Comments:** _____

Electric Co: _____ **Gas Co:** _____ **Water Co:** _____

FEATURES***AA - STYLE**

- AA1 - Bungalow
- AA2 - Cape Cod
- AA3 - Charleston
- AA4 - Colonial
- AA5 - Contemporary
- AA6 - Craftsman
- AA7 - Duplex Style
- AA8 - European
- AA9 - Log
- AA10 - Mixed Use
- AA11 - Mobile - No Foundation
- AA12 - Mobile - Permanent Foundation
- AA13 - Patio
- AA14 - Ranch
- AA15 - Salt Box
- AA16 - Southwestern
- AA17 - Split Foyer
- AA18 - Traditional
- AA19 - Tri/Split Level
- AA20 - Tudor
- AA21 - Victorian
- AA22 - Other

***BA - EXTERIOR FINISH**

- BA1 - Aluminum Siding
- BA2 - Asbestos Shingle
- BA3 - Block
- BA4 - Brick Veneer - Full
- BA5 - Brick Veneer - Partial
- BA6 - Concrete Plank
- BA7 - Hardboard Siding
- BA8 - Masonry Stucco
- BA9 - Stone
- BA10 - Synthetic Stucco
- BA11 - Vinyl Siding
- BA12 - Wood
- BA13 - Other

***CA - LOT DESCRIPTION**

- CA1 - Corner
- CA2 - Creek
- CA3 - Cul-de-Sac
- CA4 - Deeded Boat Slip
- CA5 - Dock
- CA6 - Fenced Yard
- CA7 - Lake
- CA8 - Level
- CA9 - Mountain View
- CA10 - Mountain
- CA11 - On Golf Course
- CA12 - Pasture
- CA13 - Pond
- CA14 - River
- CA15 - Sidewalk
- CA16 - Sloped Gently
- CA17 - Some Trees
- CA18 - Steep
- CA19 - Underground Utilities
- CA20 - Water Access
- CA21 - Water Front
- CA22 - Water View
- CA23 - Wooded

CB - LAKE PROP FEATURES

- CB1 - Water Front Lot
- CB2 - Interior Lot
- CB3 - Dock in Place
- CB4 - Zoned / See Remarks

***CC - EQUESTRIAN PROP FEATURES**

- CC1 - 1-4 Stalls
- CC2 - 5-8 Stalls
- CC3 - 9+ Stalls
- CC4 - Arena
- CC5 - Arena Covered
- CC6 - Barn
- CC7 - Boarding Stable
- CC8 - Fenced
- CC9 - Government Land Access
- CC10 - Pasture
- CC11 - Riding Trail(s)
- CC12 - Round Pen
- CC13 - Other

***DA - FOUNDATION**

- DA1 - Basement
- DA2 - Crawl Space
- DA3 - Crawl Space/Slab
- DA4 - Slab
- DA5 - Sump Pump
- DA6 - Dehumidifier

***EA - BASEMENT**

- EA1 - Full Finished
- EA2 - Partial Finished
- EA3 - Full
- EA4 - Partial
- EA5 - Stubbed
- EA6 - Sump Pump
- EA7 - Unfinished
- EA8 - Walkout
- EA9 - Dehumidifier
- EA10 - Interior Access
- EA11 - None

***FA - EXTERIOR FEATURES**

- FA1 - Balcony
- FA2 - Barn/Stall
- FA3 - Deck
- FA4 - Elevator
- FA5 - Generator
- FA6 - Disability Access
- FA7 - Hot Tub
- FA8 - Outdoor Fireplace
- FA9 - Outdoor Kitchen
- FA10 - Patio
- FA11 - Pool - Above Ground
- FA12 - Pool House
- FA13 - Pool - In Ground
- FA14 - Porch - Enclosed
- FA15 - Porch - Front
- FA16 - Porch - Screened
- FA17 - Porch - Other
- FA18 - Porch - Wrap Around
- FA19 - Riding Area
- FA20 - Satellite Dish
- FA21 - Sprinkler In Ground - Full Yard
- FA22 - Sprinkler In Ground - Partial Yard
- FA23 - Some Storm Doors
- FA24 - Some Storm Windows
- FA25 - Tilt out Windows
- FA26 - Vinyl/Aluminum Trim
- FA27 - Windows - Thermal
- FA28 - None

***GA - ROOF**

- GA1 - Architectural
- GA2 - Composition Shingle
- GA3 - Metal
- GA4 - Slate
- GA5 - Tile
- GA6 - Wood Shingle
- GA7 - Other

***HA - PARKING / GARAGE**

- HA1 - Assigned Parking 1 Sp
- HA2 - Assigned Parking 2 Sp
- HA3 - Assigned Parking 3+ Sp
- HA4 - Attached Garage 1 Car
- HA5 - Attached Garage 2 Cars
- HA6 - Attached Garage 3+ Cars
- HA7 - Basement Level
- HA8 - Carport 1 Car
- HA9 - Carport 2 Cars
- HA10 - Carport 3+ Cars
- HA11 - Courtyard Entry
- HA12 - Covered Parking Space
- HA13 - Detached Garage 1 Car
- HA14 - Detached Garage 2 Cars
- HA15 - Detached Garage 3+ Cars
- HA16 - Door Opener
- HA17 - Key Pad Entry
- HA18 - Side/Rear Entry
- HA19 - Tandem
- HA20 - Workshop
- HA21 - Yard Door
- HA22 - None

***HB - DRIVEWAY**

- HB1 - Circular
- HB2 - Gravel
- HB3 - Easement
- HB4 - Extra Pad
- HB5 - Paved
- HB6 - Shared or Common
- HB7 - Specialty
- HB8 - Unpaved
- HB9 - None

***IA - INTERIOR FEATURES**

- IA1 - 2 Story Foyer
- IA2 - 2nd Stair Case
- IA3 - Attic Stairs - Disappearing
- IA4 - Attic Stairs - Permanent
- IA5 - Bookcase
- IA6 - Cable Available
- IA7 - Ceiling Fan
- IA8 - Ceiling - 9ft+
- IA9 - Ceiling - Cathedral/Vaulted
- IA10 - Ceiling - Trey
- IA11 - Ceiling - Blown
- IA12 - Ceiling - Smooth
- IA13 - Ceiling - Dropped
- IA14 - Ceiling - Coffered
- IA15 - Central Vacuum
- IA16 - Countertops - Granite
- IA17 - Countertops - Quartz
- IA18 - Countertops - Laminate
- IA19 - Countertops - Solid Surface
- IA20 - Countertops - Other
- IA21 - Dual Master Bedrooms
- IA22 - Elevator
- IA23 - Gas Dryer Hookup
- IA24 - Disability Access
- IA25 - Second Living Quarters

***IA - INTERIOR FEATURES (cont.)**

- IA26 - Intercom
- IA27 - Multi-Phone Lines
- IA28 - Open Floor Plan
- IA29 - Pantry - Closet
- IA30 - Pantry - Walk-in
- IA31 - Pot Filler Faucet
- IA32 - Radon System
- IA33 - Sauna
- IA34 - Security System - Owned
- IA35 - Security System - Leased
- IA36 - Sky Lights
- IA37 - Smart Systems Pre-Wiring
- IA38 - Smoke Detector
- IA39 - Some Window Treatments
- IA40 - Split Floor Plan
- IA41 - Tub - Jetted
- IA42 - Tub - Garden
- IA43 - Walk-in Closet
- IA44 - Wet Bar

IB - SECOND LIVING QUARTERS

- IB1 - Basement
- IB2 - Detached
- IB3 - Kitchen/Kitchenette
- IB4 - Main Level
- IB5 - Second Level
- IB6 - Separate Entrance

***JA - MRBED FEATURES**

- JA1 - Dressing Room
- JA2 - Double Sink
- JA3 - Fireplace
- JA4 - Full Bath
- JA5 - Half Bath
- JA6 - Master on 2nd Level
- JA7 - Master on Main Lvl
- JA8 - Multiple Closets
- JA9 - Shower Only
- JA10 - Shower - Separate
- JA11 - Shower - Steam
- JA12 - Sitting Room
- JA13 - Tub - Garden
- JA14 - Tub - Separate
- JA15 - Tub/Shower
- JA16 - Tub - Jetted
- JA17 - Walk-in/Closet

***KA - SPECIALTY ROOM**

- KA1 - Comb Liv & Din Room
- KA2 - Exercise Room
- KA3 - Laundry
- KA4 - Loft
- KA5 - Media Room/Home Theater
- KA6 - Office/Study
- KA7 - Sun Room
- KA8 - Workshop
- KA9 - Bonus Room/Rec Room
- KA10 - 2nd Kitchen/Kitchenette
- KA11 - Wine Cellar
- KA12 - Other
- KA13 - None

***KB - LAUNDRY**

- KB1 - 1st Floor
- KB2 - 2nd Floor
- KB3 - Basement
- KB4 - Closet Style
- KB5 - Garage/Storage
- KB6 - Kitchen
- KB7 - Sink
- KB8 - Walk-in
- KB9 - Dryer - Gas Hookup
- KB10 - Dryer - Electric Hookup
- KB11 - Multiple Hookups
- KB12 - Stackable Accommodating
- KB13 - None

***LA - APPLIANCES**

- LA1 - Compactor
- LA2 - Cook Top -- Down Draft
- LA3 - Cook Top - Electric
- LA4 - Cook Top - Gas
- LA5 - Cook Top - Smooth
- LA6 - Dishwasher
- LA7 - Disposal
- LA8 - Double Oven
- LA9 - Dryer
- LA10 - Freezer
- LA11 - Ice Machine
- LA12 - Microwave Stand Alone
- LA13 - Microwave - Built In
- LA14 - Microwave - Convection
- LA15 - Oven(s) - Wall
- LA16 - Oven - Convection
- LA17 - Oven - Electric
- LA18 - Oven - Gas
- LA19 - Oven - Self Cleaning
- LA20 - Refrigerator
- LA21 - Stand Alone Range - Down Draft
- LA22 - Stand Alone Range - Electric
- LA23 - Stand Alone Range - Gas
- LA24 - Stand Alone Range - Smooth Top
- LA25 - Warming Drawer
- LA26 - Washer
- LA27 - Wine Chiller
- LA28 - Other
- LA29 - None

***MA - FIREPLACE**

- MA1 - Circulating
- MA2 - Double Sided/See Through
- MA3 - Freestanding
- MA4 - Gas Logs
- MA5 - Gas Starter
- MA6 - Masonry
- MA7 - Outdoor
- MA8 - Screen
- MA9 - Ventless
- MA10 - Woodstove
- MA11 - Wood Burning Fireplace
- MA12 - None

***NA - HEATING SYSTEM**

- NA1 - Baseboard
- NA2 - Damper Controlled
- NA3 - Ductless
- NA4 - Electric
- NA5 - Gas Available
- NA6 - Geothermal
- NA7 - Floor Furnace
- NA8 - Forced Air
- NA9 - Multi-Units
- NA10 - Natural Gas

***NA - HEATING SYSTEM (cont.)**

- NA11 - No Heat
- NA12 - Oil
- NA13 - Propane Gas
- NA14 - Radiant
- NA15 - Radiator
- NA16 - Solar
- NA17 - Wall Furnace
- NA18 - Wood

***OA - COOLING SYSTEM**

- OA1 - Attic Fan
- OA2 - Central Forced
- OA3 - Damper Controlled
- OA4 - Ductless
- OA5 - Electric
- OA6 - Geothermal
- OA7 - Wall/Window Units
- OA8 - Multi-Units
- OA9 - No Cooling

***PA - FLOORS**

- PA1 - Bamboo
- PA2 - Brick
- PA3 - Carpet
- PA4 - Ceramic Tile
- PA5 - Concrete
- PA6 - Cork
- PA7 - Hardwood
- PA8 - Hwd/Pine Floor Under Carpet
- PA9 - Laminate Flooring
- PA10 - Marble
- PA11 - Parquet
- PA12 - Pine
- PA13 - Slate
- PA14 - Stone
- PA15 - Vinyl
- PA16 - Other

***QA - WATER**

- QA1 - Public
- QA2 - Public Available
- QA3 - Private Co-Op
- QA4 - Well

***RA - SEWER**

- RA1 - Public
- RA2 - Public Available
- RA3 - Septic

***SA - WATER HEATER**

- SA1 - Electric
- SA2 - Gas
- SA3 - Multiple Units
- SA4 - Tankless
- SA5 - Other

***TA - STORAGE SPACE**

- TA1 - Attic
- TA2 - Garage
- TA3 - Out Building
- TA4 - Out Building w/ Electric
- TA5 - Other
- TA6 - None

***UA - DOCS ON FILE**

- UA1 - 3rd Party Documents
- UA2 - Appraisal
- UA3 - CL100
- UA4 - Energy Star Docs
- UA5 - Foreclosure Documents
- UA6 - Green Certification Docs
- UA7 - Home Inspection
- UA8 - House Plans
- UA9 - Lead Based Paint Doc.
- UA10 - Lease(s)

***UA - DOCS ON FILE(cont.)**

- UA11 - Radon Test
- UA12 - Restrictive Covenants/By-Laws
- UA13 - Seller Disclosure
- UA14 - Septic Inspection
- UA15 - Soil Test
- UA16 - Stucco Report
- UA17 - Survey
- UA18 - Termite Bond
- UA19 - Topography Study
- UA20 - Well Inspection
- UA21 - Warranty Furnished
- UA22 - Other
- UA23 - None

***VA - DOCUMENTS WITH OFFER**

- VA1 - 3rd Party Addendum
- VA2 - As Is Addendum
- VA3 - Copy Earnest Money Check
- VA4 - Foreclosure Documents
- VA5 - Lead Based Paint Letter
- VA6 - Pre-Approval Letter
- VA7 - Signed SDS
- VA8 - Specified Sales Contract
- VA9 - See Remarks
- VA10 - None

***WA - ON INTERNET**

- WA1 - Yes
- WA2 - No
- WA3 - Yes Without Address

XA - SPECIAL FINANCES

- XA1 - Assumable
- XA2 - Lease/Purchase
- XA3 - Owner May Finance
- XA4 - Possible Exchange
- XA5 - Possible USDA Rural Hsing

***YA - GARBAGE PICKUP**

- YA1 - Private
- YA2 - Public
- YA3 - None

***ZB - CONDO REGIME INCLUDES**

- ZB1 - By-Laws
- ZB2 - Common Area Insurance
- ZB3 - Common Area - Electric
- ZB4 - Common Area - Gas
- ZB5 - Exterior Maintenance
- ZB6 - Insurance
- ZB7 - Lawn Maintenance
- ZB8 - Parking
- ZB9 - Pest Control
- ZB10 - Pet Restrictions
- ZB11 - Pool
- ZB12 - Recreation Facilities
- ZB13 - Restrictive Covenants
- ZB14 - Security
- ZB15 - Street Lights
- ZB16 - Termite Contract
- ZB17 - Trash Service
- ZB18 - Water
- ZB19 - Other
- ZB20 - None

***ZC - HOA/COMMUNITY AMENITIES**

- ZC1 - Age Restricted
- ZC2 - Air Strip
- ZC3 - Athletic Facilities/ Field(s)
- ZC4 - Boat Ramp
- ZC5 - Boat Storage
- ZC6 - Club House
- ZC7 - Common Area(s)
- ZC8 - Dock
- ZC9 - Dog Park
- ZC10 - Exercise Facility
- ZC11 - Gated Community
- ZC12 - Golf
- ZC13 - Historic Area
- ZC14 - Horses Permitted
- ZC15 - Landscape Maintenance
- ZC16 - Lawn Maintenance
- ZC17 - Lights
- ZC18 - Neighborhood Lake/Pond
- ZC19 - Path
- ZC20 - Pet Restrictions
- ZC21 - Playground
- ZC22 - Pool
- ZC23 - Private Roads
- ZC24 - Security Guard
- ZC25 - Some Sidewalks
- ZC26 - Spa/Hot Tub(s)
- ZC27 - Tennis Court(s)
- ZC28 - Vehicle Restrictions
- ZC29 - Water Access
- ZC30 - Other
- ZC31 - None

***ZD - SHOWING**

- ZD1 - Advance Notice Required
- ZD2 - Appointment Only
- ZD3 - Beware of Pets
- ZD4 - Entry/Gate Code Required
- ZD5 - List Agent Present
- ZD6 - Lockbox - Electronic
- ZD7 - Lockbox - CBS Code Required
- ZD8 - Lockbox - Combination
- ZD9 - No Appointment Required
- ZD10 - No Sign
- ZD11 - Occupied
- ZD12 - Owner-Agent
- ZD13 - Owner/Agent Related
- ZD14 - Restricted Hours
- ZD15 - Show Anytime
- ZD16 - Tenant Occupied
- ZD17 - Utilities Disconnected
- ZD18 - Vacant
- ZD19 - Other

***ZE - ADDITIONAL FEES**

- ZE1 - Condo Move-In Fee
- ZE2 - HOA Mgmt Transfer Fee
- ZE3 - Subdivision Transfer Fee
- ZE4 - Other / Misc. Fee
- ZE5 - None

ZF - GREEN CERTIFICATION

- ZF1 - Full - Docs Req
- ZF2 - Partial - Docs Req
- ZF3 - Energy Star Certified Home
- ZF4 - Other - Docs Req

ZG - DISABILITY FEATURES

- ZG1 - ADA Certified - Docs Req.
- ZG2 - ADA Door Handles
- ZG3 - Exterior Ramp
- ZG4 - Lift / Elevator
- ZG6 - Roll in Shower
- ZG7 - Wide Doorways

REMARKS

* DIRECTIONS (255 Characters)

REMARKS (4,000 Characters) This Field is for MLS Member to Consumer communication intended for Public display. Agent/Office Branding is NOT allowed in this field. (i.e. Phone Numbers, Websites, Agent and/or Office Names, Security Information)

SYNDICATION REMARKS (4,000 Characters) This Field is for MLS Member to Consumer communication intended for Public display on syndication sites. Branding IS allowed in this field. (i.e. Phone Numbers, Websites, Agent and/or Office Names)

MEMBER REMARKS (4,000 Characters) For MLS Member-to-Member use only

OFFICE INFO

Owner Name: _____ Owner Phone: _____

Detailed Showing Instructions: _____

*Showing: Call Specified Appointment Center Call Listing Office Call Listing Agent Other * Contact # for Appointments: _____

Online Appointment Reservations: _____ Enable Schedule-It (Y/N) _____

Square Footage Information (Will be required when listing is marked Sold)

* Total Finished Sq. Ft.: _____ (includes all heated and/or cooled Sq. Ft.)

* Other Rooms Finished Sq. Ft.: _____ (finished rooms not heated and/or cooled)

* Unfinished Sq. Ft.: _____ (include all unfinished Sq. Ft.)

* Below Grade Finished Sq. Ft.: _____ (Sq. Ft. below front door threshold.) (i.e.: tri/split-level or basements)

Confidential Information (For Office Use Only)

Lock Box#: _____ Shackle Code: _____ CBS Code: _____

Security System Instructions: _____

Owner(s) Name: _____ Home Phone: _____ Work Phone: _____ Cell Phone: _____

Owner(s) Name: _____ Home Phone: _____ Work Phone: _____ Cell Phone: _____

The data input form contains listing data that is accurate to the best of my/our knowledge, and may be used as a basis for presenting the property to prospective buyers, and is incorporated into the Exclusive Right to Sell Contract, and/or Exclusive Agency Contract. I/we agree to hold harmless and indemnify the REALTOR® for any loss or cost arising as a result of erroneous information provided by me/us.